

1. Time & Place
2. Pledge of Allegiance
3. Roll Call Members Present
4. Approval of Minutes for May 20, 2020 meeting
5. Register of Claims
6. Salvation Army – Restroom Rehabilitation
7. Accept Asbestos Abatement Quotes for Red Carpet Inn
8. Parade Application for Muncie Central Senior's
9. Adjournment

**BOARD OF PUBLIC WORKS AND SAFETY**  
**CITY OF MUNCIE, STATE OF INDIANA**  
**MAY 27TH, 2020 MINUTES**

1. Board of Public Works and Safety, City of Muncie, State of Indiana, at 9:00 A.M. President Gregory called the meeting to order.
2. **Pledge of Allegiance**
3. **Roll Call Members Present:** Linda Gregory, Jerry Wise, Ted Baker
4. **Board of Works Minutes for May 20, 2020:** President Gregory entertained a motion. Ted Baker noticed an omission of word under Register of Claims, 7<sup>th</sup> paragraph last sentence reads: I would prefer that we are approving charges until City Council has appropriated the monies. It should read: I would prefer that we are *not* approving charges until City Council has appropriated the monies. Ted Baker moved to approve minutes from the May 20th, 2020 meeting as corrected. Jerry Wise provided the second. Motion passed by voice vote.
5. **Register of Claims:**

Trent Conway, City Controller reported the expense I would like to bring to the Boards attention is at the Bottom of Page 11 \$2,821,511.12 this is the transfer of cash from Fund 770 to various funds and it was approved by council on 5.18.20 via ordinance 6-20. President Gregory asked Trent to explain to the Board and the Public what the Insurance Trust Fund is. Trent Conway explained "that was a fund they had used prior to being self-insured. When they went to self-insured they created Fund 621 and that was where they started putting premiums from the City pays and employees pay into that and Fund 770 had been used for insurance reimbursements. Anytime we would get reimbursed for an insurance claim or we would have overpaid a health insurance claim or we meet our stop loss that money would go into 770 but we would never pay out of that and it was continuing to build up cash".

Ted Baker had no other questions.

Jerry Wise on page #7 under Equipment and Rental Repair and Maintenance \$800.00 to Newsome's Construction, what is that for. Trent Conway said he would need to look into that and report next week. President Gregory guessed that was for tree removal. Next question on page #10 Account #480 Grants 19 Board of Works 439071 Other Services & Charges.

Trent Conway explained that the City of Muncie has being the physical agent for grant given to Bridges for Covid Homeless Shelter. So there really is not any specific department for that and that is why it went to Board of Works.

President Gregory mentioned that this grant that was received recently within the past two months thus was not appropriated in the last year's budget or the prior year budget which what we assumed, because last year's council did not pass a budget. Physical Agent this is basically pass through claims.

Trent Conway answered some questions Jerry you had last week about the refunds for Prairie Creek. I spoke to Dustin Clark department for Prairie Creek those are because originally that section of the park was not to be open until Sunday before Memorial Day so they had to give back refunds to those who had originally paid for those days and then as we all know the State moved that back to Friday and everybody had their weekend back.

Jerry Wise asked Trent if Prairie Creek is a break even account? Trent Conway answered no, they do not get any tax dollars they are self-funded through the revenues they generate.

Trent Conway mentioned one last thing Jerry you asked if we could have a policy or something to not pay old invoices. I talked to State Board of Accounts and that is not something a government agency can do.

President Gregory asked if there were any other questions or comments. Trent Conway, City Controller presented **Board of Works** Claims payment dated **5.29.20** there are **159 Records** for a **total amount \$2,972,988.86** President Gregory entertained a motion. Ted Baker moved to approve Board of Works claims as presented. Jerry Wise provided the second. Motion passed by voice vote.

Trent Conway, City Controller presented the **Board of Works EFT** payment dated **5.19.20** there are **1 Record** for a total amount of **\$76,054.00** for **Indiana Title Company**. No comments or questions for Trent Conway. President Gregory entertained a motion. Ted Baker moved to approve EFT claim as presented. Jerry Wise provided the second. Motion passed by voice vote.

- 6. Salvation Army - Restroom Rehabilitation:** Gretchen Cheesman requested this item remain on the table.
- 7. Accept Asbestos Abatement Quote for Red Carpet Inn:** Gretchen Cheesman requested the Board to accept quote for AAMR of Indiana for the amount of \$97,400. A question was brought up as why they are not registered with the Secretary of State and the answer is because they are a sole proprietorship and there is not a requirement from anything that I looked at nor was it in our bid packet. President Gregory entertained a motion. Ted Baker moved to accept asbestos abatement quote from AAMR of Indiana as recommended by Gretchen Cheesman. Jerry Wise provided the second.

Audie Barber came forward and asked if AAMR has a performance bond and if not, does that mean the city if he fails to do his work has to rebid this again and pay again to clean this up according to city ordinance passed by City Council a few years ago Ordinance #22-16 states there will be a letter from Secretary of State on file 60 days before bids/quotes are awarded. I did not research and found that if the bid is under \$100,000 a performance bond is not required but if there is change orders that puts him above the \$100,000 price does he then need a performance bond at that point. President Gregory said No. I think we need to have an investigation on this and I think we need to table this until we figure out what is going on here. When Jerry Wise opened the quotes three quotes were base bids and one quote was itemized. Was this a base bid quote for an itemized quote? Mr. Barber then asked when are they considered quotes or bids. President Gregory commented it depends how they are advertised.

Ted Baker then asked Mr. Barber what is the main issue here, is it that you don't want us to accept these. Mr. Barber commented that we are not following the main procedures set out by the federal government to get federal money they are not following the proper guidelines and I am asking for an investigate to be done on this. Mr. Baker "if you look at this there is two interpretations on this because we believe we are doing it in the correct way and we are stewards of tax payer money and that is what we are looking at and with a legitimate \$97,400 quote it saves our community, or taxpayers a significant amount of money.

Mr. Barber asked if Gretchen Cheesman, as Community Development Director and Linda Gregory, Jerry Wise and Ted Baker have they filed their bonds or purchased their bonds to sit on the Board of Works. President Gregory commented that the City of Muncie does that for us. Mr. Barber then replied no individuals are supposed to have their own bonds I do believe, if I am misquoted then ... Trent Conway replied that the City of Muncie purchased bonds for each member of the Board of Works.

President Gregory asked if there were any further comments, there being none called for a vote to accept quote from AARM. Motion passed by voice vote.

- 8. Parade Application for Muncie Central Senior's:** Justin Oliver, Assistant Principal at Muncie Central High School our parade is June 1<sup>st</sup>, 2020 at 7:00 p.m. this is a parade honoring the 2020 Seniors, the parade should go quick since there are no one marching just all vehicles. Start at the Muncie Fieldhouse parking lot onto Walnut Street, south of Walnut to round-a-about then north on Mulberry Street to Gilbert Street, west on Gilbert Street to Walnut Street, north Walnut Street back to Muncie Central High School for disbursement. Approval has been granted by Melinda Pease, Deputy Police Chief and Samara Williams, Muncie Fire Department. We will be following social distancing. President Gregory entertained a motion. Ted Baker moved to approve parade for Muncie Central's 2020 seniors. Jerry Wise provided the second. Motion passed by voice vote.

Audie Barber came to the podium again and requested for consideration the Board of Works think about moving the meetings to evening time where more people don't have to take off work to participate in Board of Works meetings.

- 9. Adjournment:** There being no further business President Gregory adjourned meeting at 9:28 a.m.

We will meet next Wednesday, June 3, 2020.

#### **Board of Public Works and Safety**

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**Linda Gregory, President**

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**Jerry Wise, Vice-President**

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**Ted Baker, Secretary**

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**Linda Hayes, Recording Secretary**